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HOSPITAL AND TRAINING SCHOOL ADMINISTRATION

A PRACTICAL WORKING RECORD SYSTEM

BY ALICE SHEPARD GILMAN, R.N.

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4. THEORY SHEET

All grades are passed into the training school office by the instructors, with the number of hours, recitations, lectures, and laboratory; and these recorded by the assistant in charge of records. This does away entirely with the necessity of the record book for class work.

Name _____											
SUBJECT	CLASS				LECT.	METHODS		TOTAL HRS.	INSTRUCTOR	DATE	P. 1
	PREL.	1ST	2ND	3RD		REC.	LAB.				
Anatomy and Physiology _____											
Bacteriology _____											
Bandaging _____											
Children's Nursing _____											
Class Room Practice _____											
Communicable Diseases _____											
Demonstrations _____											
Dietetics _____											
Ear, Eye, Nose, Throat _____											
Ethics _____											
History of Nursing _____											
Hygiene _____											
Materia Medica _____											
Medical Nursing _____											
Nervous and Insane _____											
Obstetrical Nursing _____											
Orthopedic Nursing _____											
Professional Problems _____											
Practical Nursing _____											
Public Health Nursing _____											
Rubbing, Systematic _____											
Solutions _____											
Surgical Nursing _____											
Xtra Subjects _____											

5. A. NURSE'S CASE REPORT

This record is not new but has been adopted by us with good success.

A. This sheet goes to the student nurse on general duty the first of every month; she records on the 1st, 2nd, 3rd days, etc., the diseases or conditions of the patients under her care, in beds 1, 2, 3, 4, etc., for the month. On the last day, they are summarized and collected; each summary being signed by the nurse in charge.

[illegible]

This sheet records all medical cases from the monthly summaries, as they are submitted to the training school office, by recording the number of cases and days cared for. At the end of the year, a complete list of all work done is available.

Name _____

Month _____

Ward _____

MEDICAL CASES	C	D	C	D	C	D	C	D	C	D	C	D	C	D	C	D	C	D	TOTAL C.D.
Abscess.....																			
Brain.....																			
Liver.....																			
Anemia.....																			
Aneurism.....																			
Apoplexy.....																			
Addison's Disease.....																			
Alcoholism.....																			
Arterio-Sclerosis.....																			
Asthma.....																			
Cardiacs.....																			
Endocarditis.....																			
Angina-pectoria.....																			
Cancer.....																			
Breast.....																			
Stomach.....																			
Rectum.....																			
Colitis.....																			
Chorea.....																			
Constipation.....																			
Diabetes.....																			
Dysentery.....																			
Delirium Tremens.....																			
Enteritis.....																			
Embolus.....																			
Edema.....																			
Eczema.....																			
Gastritis.....																			
Gonorrhea.....																			
Gout.....																			
Hemorrhage.....																			
Pulmonary.....																			
Cerebral.....																			
Hysteria.....																			
Hodgkin's Disease.....																			
Influenza.....																			
Intestinal Colic.....																			
La grippe.....																			
Malaria.....																			
Meningitis.....																			
Nephritis.....																			
Neuralgia.....																			
Neurasthenia.....																			
Neutitis.....																			
Pneumonia.....																			
Pyelitis.....																			
Paralysis.....																			
Renal Colic.....																			
Rheumatism.....																			
Syphilis.....																			
Septicemia.....																			
Sore throat.....																			
Typhoid.....																			
Tetanus.....																			
Tuberculosis.....																			